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State of Indiana

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## **Frequently Asked Questions about Structured Family Caregiving**

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**1. What is Structured Family Caregiving?**

Structured Family Caregiving means a living arrangement in which a participant lives in their private home or the private home of a principal caregiver who may be a non-family member or a family member who is not the participant's spouse, the parent of the participant who is a minor, or the legal guardian of the participant.

**2. What are the activities performed by a primary caregiver through SFC?**

The primary caregiver is responsible for providing all necessary support services outlined in the plan of care for the participant. These activities include: personal care services, homemaker and chore services, attendant care and companion services, medication oversight (to the extent permissible by Indiana law), transportation, activities that are therapeutic in nature or assist with maintaining natural supports, assistance with correspondence and/or bill paying and other appropriate supports as outlined in the plan of care.

**3. Who should be considered for Structured Family Caregiving Services?**

Any individual who meets eligibility for A&D Waiver and who resides in the same home as a family member or non-family member who has agreed to provide the care needed for that individual to remain independent in the community. The caregiver may not be the participant's spouse, the parent of the participant who is a minor, or the legal guardian of the participant. SFC services work well for those individuals that prefer to have someone they know provide the daily care they need and in those cases where the AAA Care Manager may have difficulty finding a home and community-based provider that is able to meet the consumer's needs.

**4. May a Power of Attorney (POA) be a qualified caregiver?**

Yes, a POA and/or Health Care POA may be considered for qualification as the primary caregiver in Structured Family Caregiving (SFC) service model. A legal guardian cannot be the caregiver under the SFC service.

**5. What waiver services are not available to people on SFC?**

Individuals receiving SFC are not eligible to receive other waiver services, including: Homemaker, Respite, Transportation, Personal Emergency Response System (PERS), Attendant Care, Assisted Living, Home Delivered Meals, Health Care Coordination and Adult Family Care.

**6. What waiver services are available to people on SFC?**

Participants receiving SFC services may receive Adult Day Service, Adult Day Service Transportation, Minor Home Modifications and Adaptive Aids and Devices/Assistive



Technology through the A&D Waiver while on SFC. They are also eligible to receive Medicaid services such as transportation to medical appointments.

7. **May an SFC Caregiver work another job?**

Yes, the waiver does not prohibit caregivers from working outside the home and participating in SFC. However, the SFC provider agency will need to determine whether work is appropriate given the participant's care needs and safety. The key to success is collaboration between the family, the provider and the waiver case manager.

8. **What does the qualification process look like for a Caregiver under SFC?**

The caregivers for participants selecting SFC services will be screened by the SFC provider. The SFC provider will, at a minimum, require items specified in the Aging Rule (455 IAC 2). Those and other items that may be required by the provider, include: Must be 18 years of age; acceptable Limited Criminal History Background check; three acceptable character reference checks; annual TB testing; clearance from a physician that they are cognitively and physically capable of performing caregiver duties; no findings through the Indiana State Department of Health Nurse Aide Registry; clean Office of Inspector General Exclusions check.

9. **What is the difference between SFC and other consumer-directed services?**

First, only an agency may provide Structured Family Caregiving services. The agency is required to approve the home setting, supervise, educate/coach and pay the approved primary caregiver. The caregiver is responsible for ensuring the 24/7 care and safety of the participant, completing an electronic daily note and participating in monthly home visits conducted by the SFC Care Team. The caregiver is paid a monthly stipend for providing care. In most consumer-directed services, the program participant is responsible for hiring, firing and training the caregiver and is considered the employee of record. Caregivers in a consumer-directed program are authorized by the waiver Case Manager to provide a given number of hours per month and are paid on an hourly basis.

10. **What is the difference between SFC and Adult Family Care?**

As a participant of SFC services you may reside in your own private home or the private home of your caregiver. Your care is provided in that private home and bi-weekly visits by the SFC Care Team members will occur. Your family member may be a caregiver through SFC and will be responsible for completing a daily electronic note. Quarterly home visits are conducted by the AAA Care Manager.

Adult Family Care differs in that the participant will be required to move into the home of the AFC provider. That home may not be owned by a family member and a family member may not be authorized to provide the consumers care. As many as 4 consumers of AFC services may reside in the same home and room and board are charged to each participant. Quarterly home visits are conducted by the AAA Care Manager.

11. **How does the leveling score impact a consumer's eligibility for SFC?**

SFC has 3 acuity based levels. The level is determined by the SFC Level of Service Assessment score. This assessment is completed by the person's waiver case manager. If a person's score on the assessment exceeds the level 3 correlation, their needs are too intense for this program.

12. **May an SFC consumer receive Medicare or Medicaid PA services?**

Yes. A client whose physician has ordered short-term Medicare or Medicaid Prior Authorized services as a result of an acute skilled need, would be eligible to continue receiving SFC services.

If it is determined by a physician that the client's condition is one in which long-term skilled services will be required to manage the client's medical needs, this individual is no longer eligible to receive SFC services.

13. **Will Structured Family Caregiving (SFC) be affected by the new Home and Community Based Services Rule recently issued by CMS?** This rule requires that consumers have as much freedom, and access to the community, as their condition allows. Community access standards include: access to food whenever individuals want it, mail, email and phone privacy, the ability to come and go from home as desired, the choice of roommate or no roommate, a legally enforceable lease, and so on. By design, SFC is a service that helps individuals continue to live in their homes and to maintain as much of their former life as their health allows, so we believe there will be minimal, if any, impact on SFC programs.

### ***Skilled Care:***

Generally, a participant who requires chronic skilled care is not eligible for SFC as their care needs may be too intense for an SFC caregiver. Determining whether a disqualifying skilled care need exists is not always immediately clear, requiring a fact based analysis.

14. **May a caregiver administer medication?**

No, a caregiver may not administer medications. The caregiver may remind and or prompt the individual to take their prescribed medications. If there is someone else living in the home who is not an SFC caregiver, they may administer medications

- Does this restriction include insulin administration? yes
- May the CG draw up the insulin if the participant can inject? No
- May an insulin pen be dialed to correct amount and handed to the participant to inject? Only if the participant can determine the correct amount and instruct the person what to dial it to.

15. **Is a person using a feeding tube eligible for SFC?**

If the feeding tube is a permanent part of the individual's life and it requires attention that the person cannot perform themselves, then they require chronic skilled care and are not eligible for SFC. There may be situations in which the feeding tube is temporary, such as an injury to the jaw that makes taking food orally temporarily nursing services for the duration of the time that the tube is employed.

16. **Is someone with a catheter eligible for SFC?**

If the participant is capable of performing their own catheter maintenance, they don't require skilled care and are eligible for SFC. If the individual's catheter maintenance is handled routinely by a doctor in the office, and the caregiver is not expected to have to do anything, then the individual does not require the kind of chronic skilled care that would make them ineligible for SFC. If the individual requires chronic in home care for a catheter, including cleansing the area around the catheter site, they are ineligible for SFC.